

Public Safety Branch
Public Safety Group
Fire Series

FIRE SUPPRESSION TECHNICIAN II

12/96

Summary

Under general supervision, administer and participate in training and planning division activities as assigned.

Typical Duties

Perform functions of training instructor as assigned. Involves: developing lesson plans; conducting recruit and advanced academy and fire station sessions on subjects such as firefighting, medical procedures, hazardous materials, disaster response and defensive driving; evaluating and reporting on effectiveness of instructions.

Assist in conducting research projects. Involves: preparing drafts of proposed special orders, directives and policies; participating in writing and updating procedure manuals based on specific instructions; responding to surveys received by the department; gathering, compiling, breaking down, and summarizing data to identify alternatives and circumstances; preparing reports as assigned; presenting results of research to departmental management or others; preparing statistical charts and graphs.

Perform departmental planning work. Involves: participating in acquisition of equipment and furniture; estimating costs of proposals and forecasting future demand on departmental resources; participating in preparation of grant applications; coordinating work projects with departmental division, City departments and other governmental agencies.

Perform related work as required. Involves: substituting, if assigned, for supervisory during temporary absences by performing delegated duties and responsibilities sufficient to maintain continuity of normal operations and similarly performing any duties of subordinates or coworkers, if required.

Minimum Qualifications

Training and Experience: Five years of firefighting and fire prevention experience with the El Paso Fire Department, including two and one half (2 ½) years of service as a Fire Suppression Technician.

Knowledge, Skills and Abilities: Good knowledge of: Considerable knowledge of fire prevention methods and techniques. Good knowledge of: operation, maintenance and repair of fire apparatus and related equipment; fire hazards associated with various types of construction and storage of flammable materials and explosives; laws and ordinances pertaining to fire prevention; radio procedures. Some knowledge of : research and documentation practices; research methodology.

Ability to: make quick and accurate decisions in emergency situations; follow safety procedures; establish and maintain effective working relationships with co-workers and the general public; express oneself, both orally and in writing.

Skill in safe operation of: firefighting equipment and hand tools; fire department motor vehicles through city traffic under normal or emergency conditions.

Licenses and Certificates: Texas Class "C" License (with exemption for heavy firefighting vehicles).

Director of Personnel

Department Head